



Contra  
Costa  
County

To: Board of Supervisors

From: Julia R. Bueren, Public Works Director/Chief Engineer

Date: February 2, 2016

Subject: APPROVE a Purchase Order with Southern Counties Fuels

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute, on behalf of the Public Works Director, a purchase order with Southern Counties Fuels in an amount not to exceed \$1,300,000 for fuel, for the period of February 1, 2016 through January 31, 2017, Countywide.

**FISCAL IMPACT:**

100% through Fleet Services Internal Service Fund budget.

**BACKGROUND:**

Public Works Fleet Services is responsible for the County fueling station on Waterbird Way. The Materials Management Division purchases fuel for the station by accepting daily bids from fuel distributors. We have four vendors currently submitting bids. We are set up to purchase fuel from all four of them. All four vendors are in need of new purchase orders. Southern Counties is our primary vendor, followed by Southern Counties Fuels, Ramos Oil Co., Inc. and Hunt & Sons Inc. This request is for Southern Counties Fuels.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/02/2016** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Mary N. Piepho, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: February 2, 2016

David Twa, County Administrator and Clerk of the Board of Supervisors

By: Chris Heck, Deputy

Contact: Stan Burton, (925)  
313-7078

cc:



CONSEQUENCE OF NEGATIVE ACTION:

If this purchase order is not approved, the purchase of fuel from Southern Counties Fuels will discontinue.